
**JUSTICE CABINET DEPARTMENT OF CORRECTIONS
JOB OPPORTUNITY ANNOUNCEMENT
AN EQUAL OPPORTUNITY EMPLOYER M/F/D**

The jobs listed below are posted on the Kentucky Personnel Cabinet's web site,
which can be accessed at: www.personnel.ky.gov

March 2, 2012

ADMINISTRATIVE SECRETARY—(Oldham Co. —KY State Reformatory)—Grade 10—(\$2006.08 - \$2657.70) **MINIMUM REQUIREMENTS:** High school graduate. Must have four years of office support experience. Additional education will substitute for the required experience on a year-for-year basis. Office support experience will substitute for the required education on a year-for-year basis.

CORRECTIONS REGIONAL EDUCATION ADMINISTRATOR—(Oldham County—KY State Reformatory)—Grade 15—(\$3,230.84 - \$4,280.10) **MINIMUM REQUIREMENTS:** Graduate of a college or university with a master's degree in education, counseling, or related field. Must have five years of professional experience in academic or vocational education.

NETWORK ANALYST I—(Bell County—Bell County Forestry Camp)—Grade 12—(\$2427.44 - \$3215.72) **MIN. REQUIREMENTS:** Graduate of a college or university with a bachelor's degree, OR, graduate of a college or university with an associate's degree in electrical engineering. Related technical or vocational training will sub for the bachelor's degree requirement on a year-for-year basis. Experience in computer programming, systems analysis, systems support, network technician services or production support will substitute for the bachelor's degree requirement on a year-for-year basis.

POSTAL TECHNICIAN I—(Shelby County—KY Correctional Institution for Women)—Grade 9—(\$1823.90 - \$2416.22) **MINIMUM REQUIREMENTS:** High school graduate. Must have a valid driver's license.

PROBATION AND PAROLE INVESTIGATOR—(Boyle County-Probation and Parole) GRADE: 12 - \$2427.44 - \$3215.72 **MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must be twenty-one years of age.

PROBATION AND PAROLE OFFICER I—(Harlan Co.-Probation & Parole) - GRADE: 12 – (\$2427.44 - \$3215.72) **MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must be 21 years of age.

PROBATION AND PAROLE OFFICER I-2 Positions—(Mason Co.-Probation & Parole) - GRADE: 12 – (\$2427.44 - \$3215.72) **MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must be 21 years of age.

PROBATION AND PAROLE OFFICER I—(Warren Co.-Probation & Parole) - GRADE: 12 – (\$2427.44 - \$3215.72) **MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must be 21 years of age.

SYSTEMS ANALYST II—(Franklin Co—Central Office/IT Branch)—Grade 14—(\$2937.20 - \$3890.90) **MIN. REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must have 1 year of professional experience in computer programming and/or systems analysis. Related technical or vocational training will substitute for the bachelor's degree requirement on a year-for-year basis. A master's degree in computer science will sub for the 1 year of required experience. Experience in computer programming, systems analysis and/or computer operations will sub for the bachelor's degree requirement on a year-for-year basis. Experience in business or public admin, statistics, research or a related field will sub for the bachelor's degree requirement on a year-for-year basis.

**PERSONNEL CABINET
STATE OFFICE BUILDING, 1ST FLOOR
501 HIGH STREET
FRANKFORT, KENTUCKY 40601**

All applicants must complete an application on Personnel Cabinet's Career Opportunities System (COS) and apply for the vacancies in which they are interested in being considered. Applicants should be aware that in COS, they **apply for each vacancy through separate on-line application actions**. Paper applications are no longer accepted by Personnel Cabinet. This differs from the previous paper-based application system in that applicants no longer remain on registers once they are approved for a classification. Qualified applicants are considered only for those jobs to which he/she has applied.

To get more information about the Career Opportunities System including how to apply for jobs, please visit <http://www.personnel.ky.gov/employment/>. For questions regarding Applications, Counseling, Testing, or Registers, please call Personnel Cabinet, (502) 564-8030.

****IMPORTANT****

The Department of Corrections is not liable for the aforementioned information. This listing is provided to departmental employees as a courtesy. For official information of availability, grade and salary information, and minimum requirements, please visit the Personnel Cabinet website at www.personnel.ky.gov.